



State of Tennessee Department of Children's Services

Administrative Policies and Procedures: 15.3

Subject: Surrender Of Parental Rights Of A Child To The Department of Children's Services

Supersedes: None

Local Policy: No

Local Procedures: No

Training Required: No

Approved by:

Effective date: 04/01/98

Revision date:

Application

To All Adoption Services Employees.

Authority: TCA 37-5-112; TCA 36-1-111

Policy

When a parent chooses to surrender his/her parental rights of a child to DCS, the pertinent surrender form must be used.

Procedures

A. Forms

The appropriate surrender form is to be completed according to the form instructions.

B. Report status

1. Once the Surrender has been taken, the child's legal status is to be noted in the child's case record.
2. The child's case manager is responsible for completing form *Child Entry Form* or, if the child is already registered with REACT, form *Child Status Form* to report the surrender action to REACT (Resource Exchange for Adoptable Children in Tennessee).

Forms

- CS-1125 Medical/Social History of Child's Family (Form 1050, HS-1125)
- CS-0091 Forms For Surrender In Tennessee Of Child To Tennessee Department Children's Services Or A Licensed Child Placing Agency By A Parent Or Guardian In Tennessee (Form 1000, HS-0091)
- CS-0092 Form For Surrender of Child By Parent Or Guardian In Another State To The Tennessee Department of Children's Services Or A Tennessee Licensed Child Placing Agency (Form 1010, HS-0092)
- CS-0093 Surrender of Child By Parent or Guardian Incarcerated in a State or Federal Penitentiary to the Tennessee Department of Children's Services or a Tennessee Licensed Child Placing Agency (Form 1020, HS-0093)
- CS-0094 Form For Surrender of Child By A Parent Or Guardian Residing Or Temporarily Residing In A Foreign Country To Tennessee Department of Children's Services Or A Licensed Child Placing Agency (Form 1030, HS-0094)

Child Entry Form (REACT)

Child Status Form (REACT)

Collateral Documents

Bulletin 45, SS-6-95, December 28, 1995, "Revised/New Adoption Forms"

Continuum of Child Needs

Standards

None